RCCI OVERVIEW OF THE CHILD NUTRITION PROGRAMS



CHAPTER 1

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Child Nutrition Programs State Department of Education

Child and Adult Care Food Program

Claims Processing CNP 2000/Web Page Technical Assistance Camp Special Milk Program

Administrative and Review Grant

National School Lunch & Breakfast Programs, Special Milk Program, After School Snack Program, Residential Child Care Institutions Program

Team Nutrition Grants, Nutrition Education, Farm to Cafeteria, Power Panther, Healthy School Nutrition Environment and Wellness Policies

Food Distribution Program

Team Nutrition Grants and Training

Child & Adult Care Food Program, Simplified Summer Food Program, Team Nutrition Grants

National School Lunch & Breakfast Programs, Special Milk Program, After School Snack Program, Residential Child Care Institutions Program, Administrative and Review Grant

Simplified Summer Food Program, National School Lunch & Breakfast Programs, Fresh Fruits and Vegetables Program

Education and Training, Commodities, Child and Adult Care Food Program, Simplified Summer Food Program

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DEFINITIONS AND ACRONYMS

ADA – Average Daily Attendance

ADP - Average daily participation.

ANSMP - Assisted Nutrient Standard Menu Planning

APB – All Points Bulletin

ASSP - After School Snack Program

BEP – Break Even Point

CA – Cash Assistance

CAP - Corrective Action Plan

CDC – Centers for Disease Control

CFR - Code of Federal Regulations 7CFR 210 pertains to the School Lunch Program

Child – A student of High School Age or under enrolled in a public or private educational institution or a person 21 years or under enrolled in a Residential Child Care Institution

CN - Child Nutrition

CN Label – Voluntary federal labeling that allows manufacturers to state a product's contribution to the Traditional or Enhanced Food Based Meal Pattern

CNP - Child Nutrition Programs; all those programs authorized in the Child Nutrition Act and the National School Lunch Act

CRE – Coordinated Review Effort

DGA – Dietary Guidelines for Americans

DRI – Dietary Reference Intake

Economically needy - Enrolled children who are eligible for free or reduced price meals as determined by the current income scale (updated on July 1 every year) of the Child Nutrition Programs.

EFBMP – Enhanced Food Based Menu Planning

EPA – Environmental Protection Agency

Exchange Student Meals – Meals for students who work in the kitchen as servers

FDP – Food Distribution Program

FDPIR – Food Distribution Programs on Indian Reservations

FIFO – First In, First Out

FNS - Food and Nutrition Service

Food component - Means one of the four food groups which compose the reimbursable school meal, i.e., meat/meat alternate, milk, grains/breads and vegetables/fruits.

Food Item - Under Food Based, a food item means one of the five required foods for lunch or one of the required foods for breakfast. The number of food items is specified by day and by week.

FS4 – NSLP Monthly Food Service Consolidation Form

FSIS – Food Safety and Inspection Service

FY - Fiscal Year

HACCP – Hazard Analysis Critical Control Point

IDEA – Individuals Disabilities Education Act

IEG – Income Eligibility Guidelines

IFARMS – Idaho Financial Accounting and Reporting Management System

ISNA – Idaho School Nutrition Association

LEA – Local Education Agency

MEP – Migrant Education Program

MPLH – Meals Per Labor Hour

Menu item - A single food or combination of foods under NSMP.

MSDS – Material Safety Data Sheets

NFSMI – National Food Service Management Institute

NNDCNP - National Nutrient Database for CNP

Non-Pricing Program - Meals are provided to children at no cost to them. This is the usual situation with Residential Child Care Institutions.

Non-Profit Food Service - Food service maintained for the benefit of the children, with income from food service, used solely for operation or improvement of food service.

NSIP – Nutrition Services Incentive Program

NSLP - National School Lunch Program

NSLW –National School Lunch Week

NSMP - Nutrient Standard Menu Planning

OVS – (Offer versus Serve) - Offer vs. Serve is a term used to denote regulations that ensure that a child can decline certain items which he/she does not intend to eat.

OMB – Office of Management and Budget

OSHA - Occupational Safety and Health Administration

OTAGS - Off to a Good Start

OVS - Offer versus Serve

PAL – Planned Assistance Level

Participation - Number of children who received a reimbursable meal.

Plate waste - Food taken but not eaten.

POS (Point-of Service) - The point at which it is possible to determine that an eligible child has received a reimbursable meal.

PSI – Performance Standard One

PSII – Performance Standard Two

RA – Recipient Agency

RAC – Reimbursement Accuracy Check

RCCI – Residential Child Care Institution

RDA – Recommended Daily Allowance

Reimbursement - Money received for each meal served that meets federal meal requirements. The amount of reimbursement is based upon the type of meal served and category of benefits of the child receiving the meal.

SA – State Agency

SBP - School Breakfast Program

SDE – State Department of Education

SFA (School Food Authority) - Any public or private non-profit (tax exempt) organization responsible for management of a school meals program.

SFSP – Summer Food Service Program

SMI (School Meals Initiative) - An effort to provide healthy school meals that are consistent with the Recommended Dietary Allowances (RDA), the calorie goals and the Dietary Guidelines for Americans.

SMP – Special Milk Program

SNA – School Nutrition Association

SNB – Severe Need Breakfast

SNE – Society for Nutrition Education

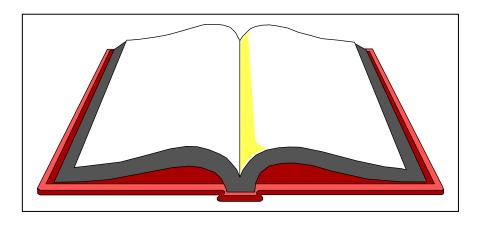
SPONSOR – Any public or private school, Residential Child Care Institution or other non-profit agency with an agreement to operate a USDA Child Nutrition meal program with the Idaho Department of Education.

SSFP – Simplified Summer Food Program

TAFI – Temporary Assistance for Families in Idaho

TFBMP – Traditional Food Base Menu Planning

TN – Team Nutrition



GLOSSARY

A La Carte – Any food or beverage sold by the school foodservice that is not part of a reimbursable meal. Some examples include: milk, juice, entrée, salad, dessert, snack items, and second servings of any food item from the menu.

Alternate Protein Product – The name used by FNS to identify products meeting the requirements set forth in Appendix A of 7 CFR Parts 210 and 220 within the section entitled Alternate Protein Products. Some examples of APPs are soy flours, soy concentrates, soy isolates, whey protein concentrates, whey protein isolates, and casein.

Alternate Menu Planning Approaches (Any Reasonable Approach) –

Menu planning approaches that are adopted or developed by SFAs or SAs that differ from the standard approaches. The SA should be contacted for specific details, as alternate approaches may require prior SA review and approval.

USDA-Approved Software – Nutrient analysis software that has been approved by USDA for performing nutrient analyses of school meals. USDA-approved software, containing the CN Database and meeting other criteria established by USDA, must be used by SFAs/schools using NSMP, ANSMP, or by SFAs/ schools that use a food-based menu planning approach and wish to have the SA accept their nutrient analysis for the SMI review.

Assisted Nutrient Standard Menu Planning Approach (ANSMP) – One of the nutrient-based menu planning approaches that provides schools with menus developed and nutritionally analyzed by other sources. These sources may include the SA, other SFAs, consultants, or Food Service Management Companies (FSMC). The supplier of the ANSMP must also develop and provide recipes, food product specifications, and preparation techniques.

Child – (a) A student of high school grade or under as determined by the State educational agency, who is enrolled in an educational unit of high school grade or under, including students who are mentally or physically disabled as defined by the State and who are participating in a school program established for the mentally or physically disabled; or (b) a person under 21 years of age who is enrolled in an institution or center.

Child Nutrition (CN) Database – A national nutrient database containing foods, descriptions, nutrient content, and measurements necessary for conducting an accurate nutrient analysis that must be incorporated into USDA approved software.

Child Nutrition (CN) Label – A label on a commercially prepared food product that is approved by FNS, USDA, and indicates how the food contributes toward food—based meal pattern requirements. It provides a warranty against audit or review claims if the CN–labeled product is used according to the manufacturer's instructions.

Child Nutrition Programs (CNP) – Programs authorized in the Child Nutrition Act and the National School Lunch Act, including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), Summer Food Service Program (SFSP), and Special Milk Program (SMP).

Commercially Prepared Products – Foods that have been subjected to thermal or chemical processing; sometimes referred to as processed foods.

Coordinated Review Effort (CRE) – An administrative review of the NSLP, conducted by State agencies at least every 5 years. A CRE is conducted to improve the management of the Program, evaluate accuracy of meal claims, and provide training and technical support to schools to improve local program accountability.

Corrective Action Plan (CAP) – A written plan, developed by the SFA, with the assistance and concurrence of the State agency to define action to be taken by the sponsor to correct areas where the sponsor is out of compliance with USDA regulation.

Cycle Menus – A set of established menus repeated on a periodic basis.

Department – The United States Department of Agriculture (USDA).

Dietary Guidelines for Americans (DGA) – Nutritional advice for healthy Americans ages 2 years and older. Jointly issued by USDA and DHHS and updated every 5 years, these guidelines are the cornerstone of Federal nutrition policy and nutrition education activities.

Enhanced Food–Based Menu Planning Approach – One of the two food-based menu planning approaches established by USDA that uses meal patterns with food items from specific food group components in specific amounts, by age/grade groups, to plan meals. Similar to the Traditional Food-Based Menu Planning approach except for the use of different age/grade groups and a different number of servings of vegetables/fruits and grains/breads.

Entrée – Under the NSMP and ANSMP approaches, a school lunch menu item that is a combination of foods or a single food item offered as the main course, as defined by the menu planner. The entrée is the central focus of the meal and forms the framework around which the rest of the meal is planned.

Food and Nutrition Service (FNS) – The Federal agency within the U.S. Department of Agriculture responsible for administering domestic nutrition assistance programs, including child nutrition programs such as the National School Lunch Program, School Breakfast Program, Special Milk Program, Summer Food Service Program, and the Child and Adult Care Food Program.

Food–Based Menu Planning Approaches (FBMP) – The two food-based menu planning approaches established by USDA, Traditional and Enhanced, that require specific food components in specific amounts for specific age/grade groups.

Food Component – One of four food groups that comprise reimbursable meals planned under a food—based menu-planning approach. The four food components are: meat/meat alternate, grains/breads, fruits/vegetables, and fluid milk.

Food Item – One of the five foods from the four food components, required to be offered in school lunches under food-based menu planning approaches, or one of the four foods required to be offered in school breakfasts.

Foods of Minimal Nutritional Value (FMNV) – Foods that belong to specific categories that are described in Appendix B of the regulations for the National School Lunch Program and School Breakfast Program. Current program regulations prohibit the sale of FMNV in the food service areas during the school meal periods [7 CFR 210.11 and 7 CFR 220.12)]. States and local school food authorities may impose additional restrictions.

Fortified Foods – Foods with added nutrients that were not originally present or were present in insignificant amounts, such as iron–fortified cereal.

Invitation for Bid (IFB)/Invitation to Bid (ITB) – A part of the formal sealed bid procurement process, also known as Formal Advertising; a formal method of procurement that uses sealed bidding and results in a fixed price contract with or without adjustment factors, awarded to the responsible bidder, whose bid, conforming with all the material terms and conditions of the IFB, is lowest in price.

Menu Item – Any single food or combination of foods, except condiments, served in a meal under the nutrient-based menu planning approaches (NSMP/ANSMP). All menu items or foods offered as part of the reimbursable meal will be counted towards meeting the nutrition standards.

Menu Substitution – Any food or menu item used to replace a food or menu item in a menu that has been previously analyzed. In NSMP/ANSMP, if the substitution(s) occurs more than 2 weeks before the planned menu is served, the revised menu must be reanalyzed. If the substitution(s) occurs 2 weeks or less before the planned menu is served, the revised menu does not have to be reanalyzed. However, menu planners should always try to substitute similar foods.

Milk – Pasteurized fluid types of unflavored and flavored cow's milk, e.g., whole, low-fat milk, fat-free milk, or cultured buttermilk, which meet State and local standards for such milk. Under all menu-planning approaches, milk must be offered in a variety of fat content at all Program meals.

MyPyramid Food Guidance System – Translates nutritional recommendations from the 2005 Dietary Guidelines for Americans into the kinds and amounts of food to eat each day. The U.S. Department of Agriculture released *MyPyramid* in April 2005. It replaces the Food Guide Pyramid (1992), the widely recognized nutrition education tool. *MiPirámide, MyPyramid* in Spanish, was released in December 2005. Visit the website www.mypyramid.gov/ for additional information.

MyPyramid for Kids – Provides age-appropriate information about the 2005 Dietary Guidelines for Americans and the MyPyramid Food Guidance System. Visit the website www.mypyramid.gov/ for information.

National School Lunch Program (NSLP) – The Program under which participating schools operate a nonprofit lunch program in accordance with 7CFR Part 210.

Non-reimbursable Meals – Meals that are served but cannot be claimed for reimbursement in the NSLP and SBP, such as adult meals, a la carte meals, and second meals served to students.

Nutrient Analysis – The process of developing or monitoring school menus based on an analysis of nutrients in the menu items and foods offered over a school week, to determine if specific levels for a set of key nutrients and calories are met for the applicable age/grade group.

Nutrient-Based Menu Planning (NBMP) Approaches – The two menu planning approaches, Nutrient Standard and Assisted Nutrient Standard, established by the USDA that use USDA-approved nutrient analysis software to plan school meals that meet the nutrient standards for the appropriate age/grade group.

Nutrient Standard Menu Planning Approach (NSMP) – One of the menu planning approaches established by USDA that uses USDA-approved nutrient analysis software to plan school meals that meet the nutrient standards for the appropriate age/grade group.

Nutrient Standards – The required level of calories, calories from fat, and key nutrients for a specific grade or age group for breakfast and lunch.

Nutrition Facts Label – The Food and Drug Administration (FDA) requires nutrition labeling for most foods (except meat and poultry, which have a Nutrition Facts label administered by the Food Safety and Inspection Service of USDA). Nutrition Facts labels offer useful and accurate nutrition information. Manufacturers are required to provide information on specific nutrients on the labels. Food packaged in bulk or institutional packaging is exempt from the nutritional labeling requirement but manufacturers may voluntarily include such labeling.

Nutrition Standards – A collective term for the nutrition goals that school meals must meet when averaged over a school week for students, 3 years or older. They are based on the RDA levels for specific nutrients, children's calorie (energy) requirements, and applicable recommendations from the *Dietary Guidelines for Americans*.

Offer Versus Serve (OVS) for Food–Based Menu Planning Approaches – Under the Offer Versus Serve provision, high school students must be offered a complete lunch of at least five food items, but may select three full portions of the items for that meal to qualify for reimbursement. OVS is optional for junior high and elementary schools, and students can be required to select either three or four food items. OVS is optional for all grades at breakfast. Under OVS, a reimbursable breakfast must contain four food items from which the student must choose at least three full portions.

Offer Versus Serve (OVS) for Nutrient-Based Menu Planning

Approaches – For lunch, OVS is required in high school but is optional in junior high and elementary school. OVS is optional in all grades for breakfast. Children must be offered the planned lunch that meets the nutrient standards and includes, at a minimum, an entrée, fluid milk as a beverage, and at least one side dish. If the planned lunch contains three menu items, students can decline one menu item (they cannot decline the entrée). If the planned lunch contains more than three menu items, students cannot decline more than two. A reimbursable breakfast must be the planned breakfast that meets the nutrient standards and contains a minimum of three menu items, one of which must be fluid milk, from which children may decline any one item.

Phytochemicals or Phytonutrients – Substances that plants naturally produce. Recent studies indicate that many of these plant chemicals can reduce the risk of certain diseases such as cancer. Fruits, vegetables, whole grains, and nuts are all important sources of phytochemicals or phytonutrients. Many of these substances are associated with bright colors, so fruits and vegetables that are brightly colored contain substantial amounts. Examples of phytochemicals/phytonutrients are carotenoids and flavonoids.

Point of Service (POS) – That point in the foodservice operation where a determination can accurately be made that a reimbursable free, reduced-price, or paid meal has been served to an eligible child, usually at the end of the serving line.

Program – Refers to the National School Lunch Program or the School Breakfast Program.

Production Records – All schools participating in the school meals programs must keep food production records for the meals they produce. These records must demonstrate how the meals contribute to the required food components, food items, or menu items for each day of operation. In addition, these records must provide sufficient documentation to determine how the school meals contribute to meeting the age/grade appropriate nutrient standard over the school week.

Reimbursable Meal – A school meal meeting the USDA meal requirements and nutrition standards, served to an eligible student, and priced as an entire meal rather than based on individual items. Such meals qualify for reimbursement with Federal funds.

Request for Proposals (RFP) – The document used to solicit a response in the competitive negotiation procurement method. The RFP typically includes general information, functional or general specifications, statement of work, proposal instructions, and evaluation and ranking criteria.

Residential Child Care Institution (RCCI) – See the following definition of School.

School – (a) An educational unit of high school grade or under, recognized as part of the educational system in the State and operating under public or nonprofit private ownership in a single building or complex of buildings; (b) any public or nonprofit private class of pre-primary grade when they are conducted in the aforementioned schools; or (c) any public or nonprofit private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the State or subordinate level of government, except for residential summer camps that participate in the Summer Food Service Program for Children, Job Corps centers funded by the Department of Labor, and private foster homes. The term "residential child care institution" includes, but is not limited to: homes for the mentally, emotionally, or physically impaired, and unmarried mothers and their infants; group homes; halfway houses; orphanages; temporary shelters for abused children and for runaway children; long-term care facilities for chronically ill children; and juvenile detention centers. A long-term care facility is a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for 30 days or more.

School Breakfast Program (SBP) – The Program under which participating schools operate a nonprofit breakfast program in accordance with 7 CFR Part 220.

School Food Authority (SFA) – The governing body that is responsible for the administration of one or more schools and has the legal authority to operate the Program therein or is otherwise approved by FNS to operate the Program.

School Meals Initiative (SMI) – The School Meals Initiative includes the regulations that define how the *Dietary Guidelines* and other nutrition standards apply to school meals. This Initiative includes actions to support State agencies, school food authorities, and communities in improving school meals and encouraging children to improve their overall diets.

School Meals Initiative (SMI) Review – A State agency review conducted within an SFA at least once every 5 years, to ensure that healthy school meals are being planned/served. A nutrient analysis of the menus for the review week determines if the meals planned/served meet the nutrient standards for the appropriate age/grade levels.

School Week – For the purposes of nutrient analysis, a school week represents a normal school week of 5 consecutive days. To accommodate weeks that are either shorter or longer than the 5 consecutive days, the analyzed week should contain a minimum of 3 consecutive days and a maximum of 7 consecutive days. When school lunches are offered less than three times in a week, those menus are combined with either the previous week's menus or the subsequent week's menus.

Side Dish(es) – Any menu item (except condiments) that is offered in addition to the entrée and fluid milk under the NSMP or ANSMP approaches for the school lunch, or any menu item offered in addition to fluid milk for the school breakfast.

Standardized Recipe – A recipe that has been tested in the school/SFA, using the same ingredients, equipment, and preparation methods that will provide an established yield and a consistent quality product.

State Agency (SA) – State agency refers to (a) the State educational agency; (b) any other agency of the State that has been designated by the Governor or other appropriate executive or legislative authority of the State and approved by the Department to administer the Program in schools; or (c) the FNSRO, where the FNSRO administers the Program.

Student With Disabilities – Any child who has a physical or mental impairment as defined in Sec. 15b.3 of the Department's regulations (7 CFR Part 15b).

Team Nutrition (TN) – An initiative established by Congress in 1995 to help SFAs/schools meet the nutrition standards required by the Healthy Meals for Healthy American Act of 1994.

Traditional Food–Based Menu Planning Approach – One of the two food-based menu planning approaches established by USDA that use meal patterns with food items from specific food components in quantities appropriate for established age/grade groups.

RESOURCES FOR THE CHILD NUTRITION PROGRAMS

A Menu Planner for Healthy School Meals Manual http://schoolmeals.nal.usda.gov/Recipes/menuplan.html
A Tool Kit for Healthy School Meals Manual http://schoolmeals.nal.usda.gov/Training/train.html
Accommodating Children with Special Dietary Needs in the School Nutrition Programs – Guidance for School Food Service Staff www:fns.usda.gov/Guidance/special_dietary_needs.pdf
CNP Lending Library Catalog – online www.sde.idaho.gov/child
Changing the Scene: Improving the School Nutrition Environment www.fns.usda.gov/cnd/Guidance/special_dietary_needs.pdf
Choice Plus: A Reference Guide for Foods and Ingredients www.nfsmi.org/Information/choice_plus.htm
Commodity Food Fact Sheet Database www.fns.usda.gov/fdd/facts/commodityfacts.htm
Dietary Guidelines for Americans www.cnpp.usda.gov.dietary_guidelines.html
Eat Smart. Play Hard™ (Power Panther) www.fns.usda.gov/eatsmartplayhard
Eligibility Guidance for School Meals Manual, 2001 – online www.sde.ldaho.gov/child
First Choice: A Purchasing Systems Manual for School Food Service

Focus on the Customer http://www.nfsmi.org/Information/blt2003index.html
Subject index: gives titles of all the NFSMI resources (Focus on the Customer: Breakfast Lunch Training)
Food Buying Guide for Child Nutrition Programs http://schoolmeals.nal.usda.gov/FBG/buyingguide.htm
Fruit and Vegetable Galore teamnutrition.usda.gov/Resources/fv_galore.html
Guidance for School Food Authorities: Developing a School Food Safety Program Based on the Process Approach to HACCP Principles www.fns.usda.gov/cnd/Lunch/Downloadable/HACCPGuidance.pdf
Healthy Schools Meals Resource Center http://schoolmeals.nal.usda.gov
Idaho School Food Service Manual – Online www.sde.idaho.gov/child
Measuring Success with Standardized Recipes www.nfsmi.org/Information/stdrecipes/complete.pdf
Nutrient Analysis Protocols – How to Analyze Menus for USDA's School Meals Program teamnutrition.usda.gov/Resources/nutrientanalysis.htm
Offer Versus Serve – Online www.sde.idaho.gov/child
Offer Versus Serve

Power of Choice http://teamnutrition.usda.gov/library.html
Comprehensive listing of all the resources under Team Nutrition (Power of Choice: Helping Youth Make Healthy Eating and Fitness Decisions)
Serving It Safe: A Manager's Tool Kit http://schoolmeals.nal.usda.gov/Safety/safe.html
SMI Road to Success – A Guide for Food Service Directors http://www:fns/usda/gov/tn/Resources/roadtosuccess.html
Team Nutrition – Getting It Started and Keeping It Going: A Guide for Team Nutrition Leaders teamnutrition.usda.gov/Resources/gettingitstarted.html
USDA Recipes for Child Nutrition Programs

INTERNET ADDRESS

Child Nutrition Programs Homepage – http://www.sde.idaho.gov/child

Code of Federal Regulations - http://www.gpoaccess.gov/cfr/index.html

Food Profile - http://www.foodprofile.com

NAP (Nutrient Analysis Protocols) - http://www.fns.usda.gov/tn/

USDA After School Snack Program - http://www.fns.usda.gov/cnd/Afterschool

USDA CACFP Homepage - http://www.fns.usda.gov/cnd/Care/

USDA Child Nutrition Homepage - http://www.fns.usda.gov/cnd/

USDA Civil Rights - http://www.fns.usda.gov/cr

USDA Income Guidelines - http://www.fns.usda.gov/cnd

USDA NSLP Homepage - http://www.fns.usda.gov/cnd/Lunch/Default.htm

USDA SBP Homepage - http://www.fns.usda.gov/cnd/Breakfast/Default.htm

USDA Special Milk Program Homepage - http://www.fns.usda.gov/cnd/Milk/Default.htm

USDA Summer Program - http://www.fns.usda.gov/cnd/Summer/Default.htm

USDA What's new in CNP? - http://www.fns.usda.gov/eatsmartplayhard

Nutrition Education Websites

Demonstrate Appropriate Serving Sizes – http://hp2010.nhlbihin.net/portion/portion.cgi?action=question&number=1

How to understand and use Food Nutrition Labels - http://vm.cfsan.fda.gov/~dms/foodlab.html

Weight Control Information Network – http://win.niddk.nih.gov/publications/myths.htm